

TAB D

MINUTES

National Commission on Libraries and
Information Science

March 19 - 20, 1990

Commissioners

Present: Daniel Carter (non-voting), Daniel Casey, Lee Edwards, Wanda Forbes, Jerald Newman, Elinor Swaim, Winston Tabb (for James Billington), Barbara Taylor, Julia Wu, Vice Chairman-Emeritus Bessie Moore, and Charles Reid, Presiding

Staff Present: Susan Martin, Executive Director, Hakim Khan, Mary Alice Reszetar, Linda Resnik, Executive Director, WHC, Jane Williams, Christina Young, and Barbara Whiteleather, Recording Secretary

Guests

Present Peyton Neal, IIA; Barratt Wilkins, Florida State Librarian, Barbara Cooper, representing ALA

The Commission met on Monday, March 19, 1990. at the Orange County Public Library, Orlando, Florida. Mr. Glenn Miller, Library Director, provided the Commissioners and staff with a VIP tour of the beautiful building and a briefing of the library services.

COUNCIL**OF CHAIRS**

Newly confirmed Chairman Charles Reid called the meeting of the Committee Chairmen to order at 10:30 a.m. on Monday, March 19, 1990.

Chairman Reid noted that at present the Commission has the following Committees: Standing -- Personnel, Legislative, Public Affairs, Program Review, Governance, Information Policies, International, Recognition Awards, School Media, Budget and Finance, Executive, and Editorial. Ad

Hoc (goal oriented with a reasonable life span) -
Library of Congress, Indian Library Services,
Library of Congress, and White House Conference II.

In determining the charges for the various committees, the Chairman cited from P.L. 91-345, the law establishing NCLIS. He read, in part, "Sec. 5. (a) The Commission shall have the primary responsibility for developing or recommending overall plans for, and advising the appropriate governments and agencies on, the policy set forth in section 2. In carrying out that responsibility, the Commission shall-- (1) advise the President and Congress on the implementation of national policy by such statements, presentations, and reports as it deems appropriate; (2) conduct studies, surveys, and analyses of the library and information needs of the Nation, including the special library and informational needs of rural areas, of economically, socially, or culturally deprived persons, and of elderly persons, and the means by which these needs may be met through information centers...'

The Chairman explained that final decisions on newly-structured committees, their goals and membership, will be made after an open discussion of rationale by Commissioners. However, the Chairman's specific recommendations and thoughts at this time include:

(1) Executive Budget and Personnel Committee: Chair, Vice-Chairman, and two members (including one alternate) elected annually by the Commission.

(2) Special Populations. To meet the above charge, one of the strongest and most active committees should be one on special populations. Subcommittees and/or ad hoc committees can be formed under this committee, as long as the challenge of the charge is met.

(3) Legislative/Information Policy. The thought process involved in these two areas is very similar

and requires the grouping of the current two committees into one.

(4) Public Affairs. The Commission badly needs both visibility and allies with other agencies and individual groups. (The Recognition Awards Committee would become a subcommittee and fall under the umbrella of this committee.)

(5) International. We are an official member to IFLA, so this will remain a standing committee.

(6) Ad Hoc White House Conference.

(7) Ad Hoc Library and Information Services to Native Americans.

(8) Ad Hoc Committee on Policy Manual Review (six-month duration).

The concept of reducing committees and combining them is two-fold; to create strong committees, and to leave room for them to grow. It is the Chairman's intention that Members become liaisons to various agencies and organizations, to build bridges, to obtain and maintain a cohesive front, and to open the lines of communication.

Comments and questions from the Members and staff included:

Dr. Edwards - The combining of the committees would serve two purposes: (1) efficiency, and (2) matching up of Members' talents and expertise.

Dr. Martin - Another mechanism used quite effectively in the past is to have just one Commissioner responsible for a specific area working with a staff member. The Chairman agreed and referred to these individuals as "point people".

Mrs. Taylor - suggested that the Executive Committee be comprised of five members. The Chairman stated that he would take this suggestion under advisement, but pointed out that a major concern is cost. His intention is that the Executive Committee meet at least once in between official meetings to maintain the staff liaison flow and to assure that the policies of the Commission are ongoing.

Mr. Reid made it clear that the Executive Committee would not set the budget, rather it will recommend (and monitor) the budget for approval by the Commission. "We will not upset the policy responsibility of the entire Commission," he emphasized.

Mr. Newman indicated his belief that there needs to be a separate committee of this Commission to view the finances, one that is not vested in the Executive Committee. The Chairman stated that he would take Mr. Newman's suggestion under advisement and reiterated, "The Commission approves the budget."

Mr. Carter agreed with Mr. Newman's suggestion stating, "I think it is appropriate that there be a full-time budget and finance committee."

Mr. Reid reminded the Commissioner's that this is a "think-tank" session, and "everything is subject to change and analyses, based on its effectiveness. Nothing is cast in stone." He thanked the Commissioners for their ideas and suggestions which will be helpful in making his final decisions.

Mr. Carter suggested that the committee chair and staff liaison meet prior to the full committee meeting to set an agenda, thereby placing a higher priority on committee matters than in the past.

Mrs. Wu suggested a standing committee on libraries in education. Mr. Reid stated that he is

very sensitive to the concerns of the school library and that our mandate specifically calls for, "studies, surveys, and analyses of the library and informational needs of the Nation, including the special library and informational needs of rural areas..." In keeping with this mandate, the Special Populations Committee, with subcommittees, would be a strong committee for this charge.

Mr. Reid also suggested that a six-month ad hoc committee be established to review the policy manual. He noted that this is primarily a staff function; however, because of the sensitivity in the nature of the document, there should be an ad hoc committee of the Commission.

Mr. Reid stated that he will hold a meeting of the Committee Chairs prior to each NCLIS meeting to coordinate committee activities and encourage interaction among Commissioners. Specific time will be allowed for committee report presentations, which, because of staff limitations, may be handwritten in legible form.

CHAIRMAN'S REMARKS

Chairman Reid thanked Mr. Newman for a smooth transition in handing over the Chairmanship.

Mr. Glenn Miller, Director, Orange County Public Library System, presented the Members and staff with a briefing and first-hand tour of the library which they found both informative and impressive.

The Chairman ascertained that a quorum was presented.

APPROVAL OF AGENDA

Mr. Carter noted that there were exactly eight voting Members present, and urged the Chairman to have a flexible agenda so that official actions to be voted upon could be taken care of before Mrs. Wu's early departure on Tuesday.

Two topics were added to the agenda:

- (1) Chairman-Emeritus Designation. Mr. Casey
- (2) Redefine Authorities and Responsibilities of the Commission and the WHC Advisory Committee (under Goals and Objectives). Mr. Carter

NCLIS MOTION

MOVED by Jerald Newman, seconded by Julia Wu, to approve the agenda, as amended, for the NCLIS March 19-21, 1990 meeting.

Motion carried unanimously.

APPROVAL OF NCLIS MINUTES

MOVED by Daniel Casey, seconded by Julia Wu, that the Minutes of the NCLIS Meeting held December 11 and 12, 1989, be approved, as amended and/or corrected:

Page 1 - 4th paragraph., line 4. change to read, "and contingent upon approval of mail and subsequent ratification at the Commission's next meeting." (The Executive Director was asked to describe the motions already ratified by mail.)

Page 12 - 1st paragraph, line 9. Change line to read, "of what has been happening with the Paperwork Reduction Act and with what Dr. Edwards..."

Page 12 - 2nd paragraph from bottom, line 5. Change to read, "Following the appointment of Miss Hashim as Chairman of the Commission, task force reports were dealt with recommendation by recommendation."

Page 13 - 5th paragraph, line 1. Change the word "by" to "but."

Page 13 - 7th paragraph, line 1. Insert "her," so the paragraph reads: "Whereas, Sally Jo Vasicko impressed all through her personality and persuasion."

Page 22 - 1st paragraph, line 1. Change to read, "The letter was approved in principle and will be referred to the WHCAC for their consideration."

Page 23 - 2nd paragraph from bottom, line 2. Delete the word "first."

Note: Text stating staff "policies" will be used in the plural.

Page 28 - 1st paragraph, lines 4 and 6. Substitute "Mrs. Swaim" for Mrs. Forbes.

Page 28 - 6th and 7th paragraphs. Change to read, "Mrs. Taylor reported on the four areas on the agenda for discussion as follows: technology; copyright; repairs and alternatives to reformatting; and centralized storage and distribution service. Mrs. Taylor continued: Many of the participants at the meeting were concerned that the WHC is not placing as much emphasis on preservation as it should."

Page 29 - 5th paragraph, line 1. Add, Vice Chairman-Emeritus Moore and Mr. Casey...

Page 31 - 4th paragraph., last line, change to read "OCLC has the facility to do this, and it is her assertion is that there is help available."

**NCLIS MOTION
CHAIRMAN-
EMERITUS**

MOVED by Daniel Casey, seconded by both Mrs. Forbes and Mrs. Wu, that Jerald Newman be designated Chairman-Emeritus in recognition of his outstanding service as Chairman.

Motion carried unanimously.

Mr. Newman thanked the Commissioners for their cooperation, assistance and friendship during his three years on the Commission. "Whatever success I may have had, I would not have had without you, including Bessie Moore which I thank for her guidance. I thank you very much for this honor which you have bestowed upon me," he said.

EXECUTIVE DIRECTOR'S REPORT

Dr. Martin introduced Ms. Jane Williams, who recently joined the NCLIS staff as Research Associate, replacing Mr. James Benn, who resigned to accept a position with Autographics. Mrs. Swaim warmly welcomed Ms. Williams to the staff and noted that she has served with distinction as the Librarian of the North Carolina State Library. Also introduced were Hakim Khan, Special Assistant to the Native American Task Force, detailed to the Commission from the Department of Education, and Barbara Whiteleather, hired temporarily to fill the Special Assistant vacancy.

The NCLIS lease is up in 1991, and the lack of office space is a serious problem. The building is to be torn down, so renewal is not a possibility. It is our understanding that if we wait until we are forced out, GSA will pay for relocation. So, whatever we do in the immediate future on the space problem, will be temporary.

Dr. Martin informed the Commission that Quinlan Shea has been hired as an independent contractor to complete the identification of principles of information policy, the work begun by Bob Dugan and continued by herself and Jim Benn. Mr. Newman asked if the Commission should approve the hiring of independent contractors and should this action be ratified by the Commission to be proper. Dr. Martin responded that Chairman Reid was consulted and had approved the hiring of

Mr. Shea. Dr. Martin cited Title 45, Part 1700 - Organization and Functions, 1700.5 Executive Director. "...He is directly responsible for internal administrative matters such as personnel and budget planning."

**NCLIS
MOTION
RE**

CONSULTANT **MOVED** by Jerald Newman, seconded by Daniel Casey, to confirm the hiring of Quinlan Shea as a temporary consultant to complete the identification of principles of information policy, not to exceed \$5,000.

Motion carried unanimously.

Mrs. Taylor asked, and Mr. Newman agreed, that the Commission be informed of such appointments in the future.

**WHITE
HOUSE
CONFERENCE**

Mr. Newman asked whether the Executive Director of the White House Conference had been given the proper authority to hire staff and the proper financial authority and whether this had been conveyed to the Department of Education. A lengthy discussion was held on the Designated Federal Official to the White House Conference on Library and Information Services (WHCLIS) and the interpretation of the Department of Justice statutory and regulatory limitations.. Mr. Reid stated that he has requested these two clarifications from the Department of Justice. Further, he stated, he has contacted the White House Counsel for definition of the current legal procedure.

The Chairman noted that a quorum was present.

**NCLIS
MOTION
EXECUTIVE
DIRECTOR,
WHC**

MOVED by Jerald Newman, seconded by Julia Wu, that the following resolution be passed: **RESOLVED**, That NCLIS does hereby delegate to the Executive Director of the White House Conference on Library and Information Services the authority to recruit, select, employ, supervise, evaluate, and terminate all full and part-time employees, including consultants and independent contractors, as may be necessary to plan and conduct the WHCLIS pursuant to all applicable federal laws and regulations, and policies as promulgated by NCLIS.

The Commission may promulgate guidelines and procedures for the exercise of this authority within the limitation of available funds appropriated or donated.

BE IT FURTHER RESOLVED, that the Executive Director of the White House Conference may purchase, lease, or otherwise lawfully procure such furniture, fixtures, supplies and equipment subject to the availability of funds and may designate such equipment, furniture, fixtures, and supplies for use by the White House Conference, including the repair and maintenance where appropriate. This, too, shall be applicable to appropriate federal law and regulation promulgated by NCLIS.
Motion carried unanimously.

AASL

Mrs. Forbes asked for an update on the quarterly meetings of the Advisory Committee to the National Center for Education Statistics. Dr. Martin explained that the recommendations developed by NCLIS' Task Force on School Library Statistics have been forwarded to NCES which is currently working on putting together the instrument which will be sent to schools, administrators, and teachers. This is a very lengthy process; a pilot instrument in 1991

followed by a full-scale instrument in 1992. NCES is working on this process internally, and NCLIS does not have an active role in it at this point. Until the pilot actually occurs in 1991, and the results are known, NCLIS' part is on hold. Mr. Casey reminded the Commission that it is policy that a Commissioner be assigned with staff to each major project, and urged that the involvement of the Commissioner be scrupulously practiced.

OPENING REMARKS

Mr. Reid stated that NCLIS should establish its meeting dates in coordination, when possible, with the meetings of the WHC Advisory Committee.

Mr. Reid expressed his concern that because of the Commission's budget limitations, its role has had to change significantly. The budget restriction affects not only the staff, but where we meet, how long we meet, and what we are trying to accomplish. "We have to be a coordinator and catalyst", he said. The only way to get the budget increased, to get the cap lifted off the appropriation, is by performance. Commissioners have to work very closely not only with staff, but with detailed staff, like Hakim Khan, and NCLIS has to be very selective in its goals. The Commission needs to promulgate more White Papers and take positions on national issues, i.e., school library programs, and services to the disadvantaged. NCLIS has a right and a responsibility to suggest legislation.

To this end, the Chairman proposed:

--Strengthening ties with our allies, e.g., Library of Congress, Archives, Smithsonian, American Libraries, Department of Education, EDUCOM, ASIS, COSLA, ARL, ALA, etc., including the Executive Boards of these agencies and organizations. It is important NCLIS continue its work with IFLA. "These are natural allies, and we should band together for a common goal to have the best libraries in the world, and the fairest library

services to individuals," he said. NCLIS should meet with these allies, on a regular basis, with a "meaty" agenda.

--Call upon our other valuable resources and allies
-- the former

Commissioners and past Executive Directors of the Commission. Dr. Moore agreed, and urged that these individuals be invited to Commission meetings when meeting in their area.

--Have an identified purpose when meeting out of state, i.e., Native American hearings. Every meeting held out of Washington, D.C., should be for a specific purpose.

--Hold hearings at every Commission meeting, if possible. It is our duty to listen, digest, and promote what is in the best interest of the institutions we serve.

--Provide a strong orientation program for new Commissioners, and an effective mechanism to bring current Commissioners up to speed with Commission programs.

--Update the operations and policies manual and maintain same.

-- Hold a Commission retreat to discuss the top issues, staff performance, Committee structure, Commission goals, etc

--Give staff enough latitude to operate on a day-by-day basis.

Dr. Edwards' stated, "When I look back over the five years I have been on the Commission, I marvel at what we have accomplished with our limited resources. We have to keep trying to remove the budget cap."

**RESIGNATION
EXECUTIVE
DIRECTOR**

Chairman Reid informed the Members that Dr. Martin tendered her resignation as Executive Director effective June 30, 1990, to accept the position of University Librarian of Georgetown University. The Chairman stated that Dr. Martin has been extremely supportive of the Commission, and that he has enjoyed working with her. "She makes me think, and she makes me do. Sue will be sorely missed," he said. The Chairman thanked Dr. Martin for giving such a generous time notice.

**SEARCH
COMMITTEE**

The Chairman established the following Search Committee for an Executive Director: Lee Edwards, Chair; Daniel Casey, Wanda Forbes, Elinor Swaim, Barbara Taylor and Charles Reid, Ex Officio.

Discussion centered around the best ways and means to find a new Executive Director, as well as the cost involved. It was agreed that a good starting place would be to review the applications received for the position of Executive Director of the White House Conference. Mr. Casey suggested that a press release be issued immediately announcing the Director's resignation and the establishment of the Search Committee, as well as advertising in professional library publications, i.e., ASIS Job Hotline and IIA Friday Memo; Mrs. Reszetar suggested posting the position on electronic bulletin boards.

A meeting of the Search Committee was set for 5:30 p.m., Tuesday, March 19.

**CHAIRMAN'S
STATEMENT
NATIVE
AMERICANS**

The Chairman read his written statement in support of the Department of the Interior, Bureau of Indian Affairs, setting aside specific funding for tribal responsibilities. Copies of the statement may be requested from the staff office..

The meeting adjourned at 5:30 p.m.

Tuesday, March 20, 1990

The Chairman called the meeting to order at 9:20 a.m. and a roll call was taken to officiate a quorum.

**AD HOC
POLICY
COMMITTEE**

The Chairman reiterated his concern about the need for an NCLIS operations and policy manual and established the following special ad hoc committee: Barbara Taylor, Chair; Jerald Newman, Julia Wu, and Charles Reid, Ex Officio. The staff has the major responsibility for preparing the document, and the ad hoc committee will review its work.

**GOALS AND
OBJECTIVES**

Referring to P.L. 91-345, the law establishing the National Commission, the Chairman noted that under SEC. 3. (b), that there no longer is a Department of Health, Education, and Welfare. Mrs. Reszetar indicated that this language will be modified under NCLIS' technical amendments. Mr. Reid suggested that a note be attached to the law so that this is clear, especially to new Commissioners.

SEC.4. Contributions. The law states, "The Commission shall have authority to accept in the name of the United States, grants, gifts, or bequests of money for immediate disbursement in furtherance of the functions of the Commission." The policy for accepting honoraria, gifts and

bequests needs to be clarified as it applies to Commissioners, WHC Advisory Committee Members, and staff. This task will be undertaken by the Policy Committee.

Dr. Martin pointed out that the ethics document which is given to each government employee for their signature cites the statutes for receiving honoraria and gifts.

Mr. Reid asked whether our current Annual Report to the President and Congress was the most meaningful way to get attention. He noted that NCLIS needs more visibility and suggested more publications, articles and writings. Because there is the possibility that yet another annual report might get lost in the "bureaucracy shuffle," he suggested that there may be other more definitive and more visible ways to report. Mr. Reid specifically called upon Dr. Moore's advice and expertise in this area because of her long history with the Commission.

In a roundtable discussion of the Commission's need for visibility and impact, Mrs. Taylor suggested that the Commission attempt to have the President agree to an annual proclamation on a topic relating to libraries, other than Library Week. Mr. Carter noted several Commission projects which created, or can create, visibility: (1) cultural minorities; (2) community information services; (3) library services to Native Americans; (4) and international issues. Mr. Carter agreed with Mr. Reid's earlier comment that the Commission needs to have programs dealing with issues that only the Commission can or should handle.

**PUBLIC
INFORMATION
POLICY**

Dr. Edwards referred to the draft **Principles of Public Information Policy**, January 18, 1990. It was made clear that this is a draft document of the NCLIS Information Policy Task Force -- not the Commission -- and that the principles were developed by a drafting subcommittee of that Task Force. Plans are to publish these principles in draft form in the Federal Register, requesting comment and announcing another open forum to be held on Monday, April 30, 1990, to discuss and finalize the principles. Mr. Reid noted that this is a "timeless" document and that this type of hearing is an activity which the Commission should pursue more often. Mr. Reid also noted that there are, of course, expenses involved, and if we start a program and do not complete the process, we may fail.

Dr. Edwards asked Commissioners for their comments, additions, and amendments to the draft. Specific comments were (1) Item 8, (Depository Library Program) was too specific (Mr. Reid); and (2) Incorporate education and the role of libraries in education (Mrs. Forbes and Mrs. Wu). In addition, Commission input is requested for persons and/or groups recommended for involvement in the April forum.

Mr. Carter informed the Commission that this major document would be good for the White House Conference process, as well as others entities, such as ALA.

At the request of the Chairman, Dr. Edwards will submit a report on his recommendations with regard to attendance at the hearing and additional language in the drafting. Dr. Edwards stated, "This is an attempt at a consensus document, which is representative of the language which has been published over the last several years by various groups."

**NCLIS
MOTION**

MOVED by Elinor Swaim, seconded by Barbara Taylor, to approve the draft Principles of Public Information Policy, dated January 18, 1990, for the purpose of holding an open forum in the near future to discuss and finalize the principles.

Motion carried unanimously.

**HOUSE-
KEEPING**

The Chairman noted the need for establishing ground rules for recognizing observers and staff. Mr. Newman noted that during his Chairmanship, the procedure was established that Commissioners' discussion be heard first, and any comment from public was accepted after the Commissioners had exhausted their comments.

Mr. Carter suggested that the Chairman consider a "designated period" when observers can speak. Mr. Reid established the new procedure that at the beginning of the meeting a limited period of time (5 to 15 minutes) be set aside for observers and interested parties to be invited to speak on agenda items only, prior to discussion by Commissioners. At the end of the meeting, guests may make observations or bring new business to Commission attention.

Mr. Reid requested that, when possible, desk-type seating be arranged for staff and visitors to make writing and note-taking easier.

Mrs. Swaim asked that Commissioners be informed of hearings and other events taking place under the aegis of Commission committees, as they may wish to attend without a travel authorization, on their own.

Mr. Casey asked the Chairman and staff to attempt to schedule hearings in conjunction with major library and information society national meetings.

NCLIS scrapbooks are to be displayed during the Washington Commission meetings, and Mr. Casey reminded the Commissioners to send newsworthy items to staff so that the scrapbooks can be kept up to date. It was noted that the Commission, at this time, does not have a clipping service, and Ms. Resnik suggested that, perhaps, NCLIS and the White House Conference could share the cost of this service, subject to availability of funds.

GOALS AND OBJECTIVES

(CONTINUED) In continuing the "freewheeling" discussion to determine "where we are and where we are going," the Chairman referred to P.L. 91-345, Sec. 5. (a) (2) "conduct studies, surveys, and analyses of the library and informational needs of the Nation, including the special library and informational needs of rural areas, of economically, socially or culturally deprived persons, and of elderly persons, and the means by which these needs may be met through information centers..." The goal is to identify the persons or groups in need, Mr. Reid stated.

Mrs. Forbes informed the Commissioners that there is a national need for funding for school libraries, and a need for the Commission's input and advice. Mr. Reid agreed, stating, "We need to determine the correct process for bringing this matter to national attention, and for making policy recommendations that are meaningful and which will be accepted." Dr. Moore urged that the Commission make a policy statement that libraries, from school libraries to public libraries, are a definite part of the education system and suggested the Chairman appoint a committee to draft such a statement for public release. Mr. Reid agreed and noted that the White House Conference will certainly address some of the major voids that lie in library service; we can tailor a good deal of these concerns into our agenda,

which will focus on white papers addressing issues as recommended.

Mrs. Forbes referred to several news clippings calling for national educational norms and core curricula. Mr. Reid informed the Members that he wrote a letter, dated March 2, 1990, to John Ashcroft, Governor of Missouri, offering NCLIS' assistance in developing language for objective 3 of Goal 5 of the National Education Goals (the goal including the library language). This is a great vehicle for us to begin with, he noted, and asked Dr. Martin to follow-up with the Governor's office if a response is not received soon. "There needs to be, somewhere along the line, a major white paper on the role of libraries in the educational process," Mr. Reid said. The Chairman's recommendation would be to develop a succinct document and from that document promulgate thoughtful, scholarly papers to support the document, which is within the realm and ability of the Commission. Mrs. Forbes agreed, stating that she believes that Congress is ready for this type of advice because of the fact that the Senate has passed the National Literacy Act of 1990.

Dr. Moore suggested that the Commission initiate a relationship with the National Governor's Association so that the Commission could present their concerns to Governors as a whole. "We as a Commission must decide what our next priorities will be, keeping in mind the budget limitations of NCLIS," Mr. Reid stated.

BUDGET COMMITTEE

The Chairman appointed the following Budget Committee: Jerald Newman, Chair, Wanda Forbes, and Winston Tabb. The Chairman asked the Budget Committee to prepare a budget report for presentation at the June meeting.

AD HOC ANNIVERSARY COMMITTEE

The Chairman appointed the following Ad Hoc Anniversary Committee: Bessie Moore, Honorary Chair, Elinor Swaim, Chair, Daniel Casey, Julia Wu. The Commission's 20th anniversary will be on July 19, 1990. The committee is charged with determining a date and place for the celebration, and coordinating the event.

NEXT NCLIS MEETING

The next meeting of the Commission will be held in conjunction with the ALA meeting in Chicago from June 27-29 at the Hyatt Hotel.

There will not be a meeting in May, as originally scheduled. The Chairman announced that all committee meetings are open unless discussing personnel or other issues exempted under the Sunshine Act. However, only committee members may vote on committee matters. A definite date for the October meeting was not set; however, it will probably be held in the Northeast with a continuance of the Native American hearings. The fourth hearing will probably be held in the Northwest in the spring. It was noted that the WHC Advisory Committee will be meeting in October, and that it may be necessary for the Commission to react to the Committee's votes and actions by fax mail.

Definite meeting dates will be determined by the Chairman and the Vice Chairman, and the Commission will be notified as soon as possible by mail.

BARRATT WILKINS

The State Librarian of Florida, Barratt Wilkins, was invited to speak. Mr. Wilkins alluded to Florida's population explosion -- a 7th to 4th place jump in the nation (could be in second place by the end of

the decade); the harsh weather on books and documents; the format for qualifying for state aid for libraries; the fact that since 1961, 63 of the 67 counties have county-wide library service; and the tremendous growth in the area of automated networks between public and school libraries, including the development of regional multi-type networks.

Highlighting his specific concerns, Mr. Wilkins cited:

--the relationship between public libraries and the education of Florida's children, a reason for the recommendation by the Governor for a \$2 million increase in state aid to libraries for the coming year;

--current leadership, as well as the leaders of the next decade and next century, with specific regard to the state-wide continuing education program. How do we find, encourage, and involve future leaders so that they have a broader perspective?;

--legislative session. What are the problems they face? Basically, the state has run out of money and does not have the money necessary to run its services. There will be a tremendous crisis within the next two months which will be very divisive and very politically partisan. It will be very tough for bipartisan efforts like libraries to get the attention they need.

--Governor's Conference in December 1990. They are trying to secure state and other funds to make it a quality program. (Brochures were handed out on the upcoming conference.)

--Disaster preparedness program. Since Florida is prone to hurricanes and tornadoes, a program has been developed. In fact, Leningrad visitors took a copy of the program back to Russia with them.

Mr. Wilkins thanked the Commission for endorsing in concept the offer of COSLA to help staff the White House Conference. He thanked the Commission for meeting in Florida, and encouraged them to return soon (the last time the Commission met in Florida was in 1977).

At the request of the Chairman, Mr. Wilkins promised to provide Commissioners and the staff library with copies of the report on the role of libraries in the education process.

Mr. Reid explained that, in part, the reason the Commission meets in different states is to learn how they can assist library and information services in that state, and asked, "from your perspective as a librarian, what do you feel NCLIS can do to assist you in your day-to-day job and/or goals and aspirations?" Mr. Wilkins noted: (1) the draft statement on information policy (the Commission asked Mr. Wilkins for COSLA's input to this document); (2) the Native American hearings; (3) NCLIS' leadership in the first White House Conference, which provided strong grassroots support in the State of Florida; (4) NCLIS' Goals for Action: Toward a National Program for Library and Information Services needs to be updated as of 1990 or 1991; and (5) NCLIS is the one national body appointed by the President, confirmed by the Senate, that can speak for libraries and information science from a policy perspective and give advice to our national leaders.

Mr. Casey complimented Mr. Wilkins on the state's symbol for the Florida Governors' Conference and suggested that a montage of all state seals be assembled along the wall at the National White House Conference, or, perhaps, in the conference program.

NCLIS RECOGNITION AWARDS

The NCLIS Awards Committee recommended that the Atlantic Coast Conference (ACC) and Richard C. Torbert of Philadelphia, Pennsylvania, be designated to receive the third annual NCLIS Recognition Awards for their promotion of the nation's libraries and information services. Details of the recommendations were included in the meeting notebook. The Chairman noted that the 20th anniversary celebration would be an appropriate time for recognizing the award recipients, and discussion centered around the possibility of sponsorships, donations, and contributions.

NCLIS MOTION

MOVED by Julia Wu, seconded by Wanda Forbes, that the Ad Hoc Committee charged with planning the celebration and awards ceremony for the 20th NCLIS Anniversary be authorized to spend up to \$2,000 for the purpose of transportation and subject to the availability of funds.

Motion carried unanimously.

NCLIS MOTION

MOVED by Elinor Swaim, seconded by Jerald Newman, that the Commission accept the Recognition Committee's nomination of the Atlantic Coast Conference (ACC) as the organization recipient, and Richard C. Torbert of Philadelphia, Pennsylvania, as the individual recipient of the 1990 NCLIS Recognition Award.

Motion carried unanimously.

MOTIONS DECEMBER MEETING

The Commissioners reviewed the eight motions from the December 1989 meeting which required reaffirmation. They were: (1) approval of minutes;

(2) election of Vice-Chairman; (3) reprint and sell Public/Private Sector Report; (4) resolution honoring Sally Jo Vasicko; (5) invite the three librarians involved with the governance program to attend a meeting on local governance information support; (6) delegation of authority to the White House Conference Advisory Committee; (7) approve the COSLA proposal in concept to be sent to the White House Conference Committee; and (8) encourage and urge providers of information services and publishers to consider assistance to school libraries destroyed by Hurricane Hugo.

NCLIS MOTION

MOVED by Julia Wu, seconded by Lee Edwards, that the Commission approve the formal motions as they appeared in the amended Minutes of the December 1989 meeting.

With reference to (5) above, by consensus the Governance Committee was authorized to spend up to \$500.00 for the expenses for three librarians involved with the governance program to attend and conduct a workshop meeting in July on local governance information support.

Motion carried unanimously.

IFLA DELEGATES

Mr. Reid noted that the Chairman is traditionally the official IFLA Delegate, and appointed Mr. Newman as alternate, and Dr. Edwards as second alternate, subject to funds being available. Mr. Newman was asked to include the IFLA conference expenses in the Committee's budget report.

NCLIS AUDIT MOTION

MOVED by Jerald Newman, seconded by Barbara Taylor, that a financial audit be conducted of the books of the NCLIS and the White House Conference on the date the Chairmanship of NCLIS was changed and on the date the Executive Director of the White

House Conference assumed financial responsibility. Each of the above audits shall be done by the Department of Education or other appropriate federal agency and the results of these two audits rendered to the Members of the Commission.

Motion carried unanimously.

NCLIS BUDGET

The NCLIS mid-year budget revision was presented, and Dr. Martin recommended the transfer of \$16,571 from Salary object classes to Travel and Discretionary object classes in order to meet budgetary requirements and utilize funds in the most effective manner. After determining that the staff would not be in an adverse position if the Commission decided not to take a position on the budget until the June meeting, the following motion was passed:

NCLIS MOTION

MOVED by Barbara Taylor, seconded by Daniel Casey, that the FY 1990 budget revision, dated March 9, 1990, be received by the Commission and taken under advisement, and that it be referred to the Commission's Budget Committee for review to be reported at the next Commission meeting in June. Such review is to include White House Conference, FSCS and ICSOC expenses.

Motion carried unanimously.

The Chairman asked that the minutes show that revisions to the budget document have been delayed in order to reflect the decisions made by the Commission during the last few days.

It was noted that a request was made during the December 1989 Commission meeting for a breakdown of all salary, travel, and other expenses incurred by each Commissioner since June 30, 1985. Dr. Martin noted this request.

Mr. Carter commended Mr. James Benn for the amount of time, effort, and skill he has shown in producing the budget document.

NCLIS WHC COMMITTEE REPORT

Mr. Casey reported on the Committee's meeting and discussed COSLA's proposal to commit ten individuals to work for the White House Conference Committee, on a sabbatical-type basis. The Commission Committee recommends that Ms. Resnik, WHC Director, respond to COSLA, stating that their proposal is being considered "budgetary-wise and staff need-wise", however, other resources are also being considered. Mr. Casey pointed out that there are two major problems inherent in such an offer: (1) the cost factor; and (2) equal consideration of other groups offering staff.

The first pre-White House Conference is being held in Illinois, April 4-6. The next WHC Advisory Committee meeting will be held in Virginia, near the Washington Dulles Airport, April 4-6.

NCLIS MOTION

MOVED by Daniel Casey, seconded by Barbara Taylor, that Vice Chairman Lee Edwards and/or Bessie B. Moore, Vice Chairman-Emeritus, be designated as official NCLIS observers to the Illinois Pre-White House Conference, along with appropriate staff persons, if available.

Motion carried unanimously.

Mr. Carter expressed his concern of how persons and/or companies in their own name can help collect funds that would accrue to the benefit of the Commission for the conduct of the White House Conference. "The Commission needs to face the fact that if we are to get additional funds, we need to have a vehicle, agency, mechanism, or people. The NCLIS and WHC Advisory Committee need to make determinations on how those people can solicit

funds to accrue to our benefit without our incurring obligations," he said. The legality and limitation of Commissioners, as part-time government employees, to solicit and accept gifts was discussed. (It was later determined that the enabling statutes allow Commissioners to talk with potential donors about gifts.)

Mr. Carter also informed the Commissioners that the White House Conference will have an exhibit and that the federal money now available is insufficient to pay for the exhibit. Funding for this exhibit must come from private sector monies, and a funding commitment is needed at this time.

Because of the above mentioned concerns, Mr. Carter suggested, and the Commissioners agreed that this problem must be addressed and asked both Ms. Resnik and Mrs. Reszetar seek an opinion from legal counsel.

Ms. Resnik reported that the Advisory Committee is seeking Commission approval of a state-of-the-art information exposition rather than an exhibit-show concept. Mr. Reid stated that the Advisory Committee has latitude in developing either/or concept, and that the Commission is, in no way, inhibiting the White House Conference.

Mr. Casey reported that the Committee requests that the Commission be kept fully informed of WHC activities through news stories, newsletters, and guidelines. In addition, the WHC Committee requested continuation of the manual of state guidelines, so that the Commissioners stay well informed and can answer questions. Mr. Reid stressed the importance of supplying the Commissioners with up-to-date WHC information so that they can speak with the proper facts in mind.

Mrs. Reszetar updated the Commissioners on the third meeting of the Advisory Committee to the pre-White House Conference for Indian Nations.

Hakim Khan, NCLIS Special Assistant on Library and Information Services to Native Americans, was provided an opportunity to talk about the Indian education program and his work in his area to develop a long-range plan to provide Native American tribes with adequate library and information services. Mr. Reid stated, "Mr. Khan is not only devoted to the Indian population on a professional basis, he is devoted on an emotional basis, and the two become a very, very strong bond."

WHITE HOUSE CONFERENCE

The Chairman asked Ms. Resnik to provide an Executive Director's report, similar to the NCLIS Executive Director's Report, for the June meeting, as well as qualitative reporting and a parallel set of documents. Ms. Resnik, on board as Executive Director for three weeks, reported that it she has been very active and busy, and her major concerns include budget development and staffing structure. The telephone number for the White House Conference is: 1-800-942-5472 (toll free) and 254-5100 (local).

After discussing the WHC budgets, the Chairman noted that the Commission accepts the WHC budget projections, by consensus, with the knowledge that they will be revised within approximately 60 days.

Both Dr. Martin and Mrs. Reszetar asked the Commission for guidance in determining which items need Commission approval, given the responsibility staff has to the White House Conference. Mr. Reid responded that every policy recommendation of the WHC Committee comes to the Commission for review and acceptance.

NATIONAL CONFERENCE DIRECTIONS

In discussing national conference directions, the Chairman cited his concerns that there is no accommodation for at-large delegates and that there should be accommodation for at-large delegates. Honorary delegates have no vote; at-large delegates would have vote [but until the following motion, no at-large "slots" had been approved].. Mr. Carter, WHC Chair, stated that it is appropriate that the Commission express this concern to the Advisory Committee. After a lengthy discussion, the following motion was introduced:

NCLIS MOTION

MOVED by Jerald Newman, seconded by Daniel Casey, that the NCLIS reserve the right to review the delegate selection process and establish an at-large voting delegate category (rounded up to the nearest number divisible by four, not to exceed 64), to make such adjustments as necessary to conform to Public Law 100-382.

Motion carried unanimously.

NEW BUSINESS

Mrs. Swaim distributed copies of the conference program on the role of information in the economy of the Southeast, which involved ten states, which she attended and found extremely exciting.

The meeting was adjourned at 5:45 p.m.

April 9, 1990